

HUMAN RESOURCES OFFICE
MARYLAND NATIONAL GUARD
219 WEST HOFFMAN STREET
BALTIMORE, MARYLAND 21201-2288
TELEPHONE: (410) 576-6175

POSITION VACANCY ANNOUNCEMENT # 21-084

OPENING DATE: 09 April 2021 CLOSING DATE: 23 April 2021

FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY

BRANCH OF SERVICE: ARMY NATIONAL GUARD

POSITION TITLE: Officer Career Management Program (OCMP) Manager (42B00) HIGHEST GRADE AUTHORIZED: CPT/O3

ORGANIZATION AND LOCATION: G-1 Officer Personnel Management (OPM), Maryland Army National Guard, Fifth Regiment Armory, 29th Division Street, Baltimore, Maryland 21201

SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.

WHO MAY APPLY: OPEN TO ON-BOARD AGR OFFICERS AND TRADITIONAL OFFICERS OF THE MARYLAND NATIONAL GUARD AND THOSE ELIGIBLE FOR MEMBERSHIP (WHO ARE THE RANK OF CPT OR DA SELECT 1LT).

| GENERAL ELIGIBILITY REQUIREMENTS: | INITIAL ENTRY QUALIFICATIONS: | ON-BOARD AGR QUALIFICATIONS: |
|---|---|---|
| <ol style="list-style-type: none">1. Must be in a Ready Reserve status.2. Must not be under current suspension of favorable personnel actions.3. Must not be entitled to receive Federal military retired or retainer pay.4. Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of active service and before MRD.5. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date of separation.6. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program. | <ol style="list-style-type: none">1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18.2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry.3. Must not be pregnant per AR 40-501 and AR 600-110.4. Must meet the body composition standards prescribed in AR 600-9.5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a "3" or "4" must meet the requirements of AR 600-60 prior to initial entry.6. Must be able to complete the Military Education requirements commensurate with the military grade. | <ol style="list-style-type: none">1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18.2. Must possess MOS of the AGR duty position or become qualified in that AOC within 12 months.3. Failure to qualify in AGR duty position MOS within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5.4. Must be within grade requirements of MTOE/TDA position and NGB staffing Guide.5. Soldiers who have not completed a minimum of 18 months of their initial tour may request a waiver of the 18 months stabilization rule through their current Command to be approved by the Chief of Staff (CoS).6. Stabilization Rule waiver consists of: Letter from Soldier, Endorsements from Chain of Command (CoC), SF 52 w/Executive Summary from Command, and original application packet.7. A copy of the complete Stabilization Rule waiver along with a copy of the application must reach HRO prior to closing date of the announcement; originals must reach the CoS office prior to the closing date of the announcement. |

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DESCRIPTION OF DUTIES: MOS: 42B/AG: The Manager of the Officer Career Management Program (OCMP) administers and oversees the physical requirements for the program. Responsible for the execution and further development of the OCMP to include Officer Development Boards (ODBs), Field Grade Assignment Boards (FGABs), Branch Management Teams (BMTs) and field grade/Company Command placement and moves. Possess HR systems knowledge in order to consolidate and manage data necessary for administering the OCMP boards and FGABs as well as request for fill processing. Provide briefs to the force regarding the OCMP process which includes the ODB, FGAB, BMT programs and request for fills.

QUALIFICATIONS REQUIRED: Applicants must possess or obtain the MOS of 42B00 (AG) IAW Table 2-1f, AR 135-18. Applicants must have a valid state driver's license with no more than 4 points on their driving record and be able to operate military vehicles and equipment organic to the unit. Applicant must have the ability to obtain an Official Government passport. Applicant must be qualified for appointment in the position. Applicant must have a working knowledge of automated office procedures. Applicant must be able to complete the Military Educational requirements commensurate with their military grade. Must not have any flagging actions that would prevent them from applying. Must meet the physical requirements of AR 350-15, AR 600-9, and AR 40-501 and appointment criteria IAW NGR 600-100 and AR 135-18. Must be an O3 or DA Select O2. Must hold a secret clearance.

SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR soldiers who do not become MOS/AOC qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. Except for mobilization or other emergency, member accepted for tour normally will not be subject to reassignment during the first 18 months of initial tour. After 18 months of initial tour, soldier may be reassigned without consent or without geographical limitations to meet the needs of the service.
5. As a condition of employment, service members are required to attend mandatory PEC training courses associated with their FTS positions. Failure to complete course(s) at PEC within the first year of employment may be cause for reassignment to other FT positions or termination from employment.
6. Must sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.
7. Must hold or have the ability to obtain a Secret clearance.
8. Must be able to assess into the MDARNG / MDANG AGR Program with an appointment as an Officer.

APPLICATION PROCEDURES / REQUIRED DOCUMENTS

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED
APPLICATIONS WILL NOT BE RETURNED!

SUBMIT APPLICATION IN ORDER LISTED BELOW

- ☐ **NGB Form 34-1, DATED 20131111** completed, signed, dated and annotated job number
- ☐ **PQR Updated** Personnel Qualification Record
- ☐ Current copy of Officer Record Brief (**ORB**)
- ☐ **MEDPROS Report** of current Periodic Health Assessment (**PHA**) within **12 months** and HIV Test within **24 months**
- ☐ **DA Form 3349** must be submitted for Soldiers with Permanent Profiles
- ☐ **Height/Weight Standards- Current** IAW AR 600-9; and provide Tape Test **DA Form 5500 (Males), DA Form 5501 (Females).** (HT/WT is only valid for 6 months)
- ☐ **APFT DA Form 705**, Current Army Physical Fitness retention standards IAW AR 40-501; **not more than 6 months.**
- ☐ **OERs THREE latest.** (Gaps in rating periods **MUST be explained in writing.**) **Letter of recommendations on individuals not requiring an OER.**
- ☐ Unit memo verifying no Flagging Actions.
- ☐ **INITIAL ENTRY ONLY:** (BOTH of the following must be submitted)
 - a) **NGB Form 23B** Retirement Points History Statement
 - b) **DD Form 214s.** Provide all **(Long version copies 2, 4, 7, or 8), DD Form 215 or DD Form 220 (if applicable)**
- ☐ Completed questionnaire below

Questionnaire:

Y/N

- ☐ Are you currently a Maryland Army National Guard Member? _____
- ☐ Are you currently AGR? If so, what State? _____
- ☐ Are you currently Technician? If so, what State? _____
- ☐ Are you currently deployed? If so, what location? _____
- ☐ Are you currently on ADOS? If so, with who? & what is the ending date? _____

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**): _____

Forward application and attachments via **EMAIL LISTED BELOW. DUE TO COVID-19 RESTRICTIONS, WALK-INS AND MAIL-IN APPLICATIONS ARE NOT CURRENTLY BEING ACCEPTED.**

SUBMIT ONE PDF DOCUMENT ENTITLED 21-084 OCMP Manager to: ng.md.mdarng.mbx.mdng-hro-agr@mail.mil

***Applications must be received in the HRO not later than close of business on the closing date!
Applications received after the closing date will not be considered.***